



Business Identity Plan



Business Address Plus Package

IDR **450⁰⁰⁰** / month

Use Locus8 as your official business address.

Receive mails & parcels on your behalf.

New mail notification will be sent via email instantly.

Mails can be collected or forwarded according to your instruction*

Shared telephone number.

Message taking only.

Voicemail message will be forwarded as audio files to your email, after our standard business hours.

Use Locus8's local fax number for your incoming and outgoing faxes*

FREE Domicile Letter.

Other Benefits

Free domicile letter for your company

Free access to Business Lounge for Smart Card Holder

30% discount off for office facilities and beverages for Smart Card holder.

Complimentary tea, coffee and mineral water

Unlimited high speed internet broadband connection.

Concierge & Office boy service.

Prestige Package

IDR **690⁰⁰⁰** / month

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Receptionist Service.

Dedicated local telephone number (not share!) with a live professional receptionist answering your calls in your company name .

Messages and caller details will be relayed to you by text message/ voice to email.

Voicemail message will be forwarded as audio files to your email, after our standard business hours.

Use Locus8's local fax number for your incoming and outgoing faxes*

4 hours MEETING ROOM usage during office hours.

4 hours HOT DESKING usage during office hours.

FREE Domicile Letter.

Enterprise Package

IDR **900⁰⁰⁰** / month

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New mail notification will be sent via email instantly.

Mails can be collected or forwarded according to your instruction*

Receptionist Service.

Dedicated local telephone number (not share!) with a live professional receptionist answering your calls in your company name .

Messages and caller details are recorded accurately and relay to you

10 minutes of call forwarding to any provided numbers (local)

Voicemail message will be forwarded as audio files to your email, after our standard business hours.

Use Locus8's local fax number for your incoming and outgoing faxes*

8 hours MEETING ROOM usage during office hours.

8 hours HOT DESKING usage during office hours.

4 hours PRIVATE OFFICE usage during office hours.

FREE access to BUSINESS LOUNGE & ROOFTOP GARDEN.

FREE Domicile Letter.

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Please Note:

1. Minimum subscription is 6 months only for VO Prestige and Enterprise package.
2. Free domicile letter for VO package 12 months and above.
3. Building domicile not available for 6 month VO package.
4. Locus8 reserved the right to limit the service to 2 persons per company and additional charge of IDR 200.000 will be imposed for each additional person.
5. Installation charge for company signboard display in Lounge area is IDR 1.000.000/year
6. The above prices inclusive 10% VAT.
7. Additional charges may apply

For more information please contact :

021 - 296 414 88

Or

cs@locus8.co.id

Jakarta Business Address

Wisma Iskandarsyah A-10

Jalan Iskandarsyah Raya Kavling 12 - 14

Jakarta Selatan 12160 - INDONESIA

www.locus8.co.id



Meeting Room and Working Space

Meeting Room	IDR	200.000	/ hour / meeting room	Inclusive projector, wi-fi, whiteboard, flip-chart, marker, fresh tea, coffee and drinking water, office boy.
Executive Office Suite	IDR	200.000	/ hour	Fully furnished, wi-fi, fresh tea, coffee and drinking water, office boy.
Work Station	IDR	80.000	/ hour	Instant working space equipped with fast broadband service, fresh tea, coffee and drinking water.

Additional Service

Smart Card	IDR	250.000	/ person / year (client)	Full access to Lounge & staff Free wi-fi, air conditioning, LCD tv, magazine, newspaper. 30% discount off for office facilities and beverages. Enjoy free snacks every Friday Free access to hot desking (based on availability) - non client Access to Rooftop Garden at 4th Floor.
	IDR	50.000	/ entrance (non-client)	

Facsimile	IDR	1.500	/ page / local
	IDR	5.000	/ page / inter-local
	IDR	8.000	/ page / International

Photocopy	IDR	800	/ page
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Printing	IDR	3.000	/ page (B/W)
	IDR	6.000	/ page (Color)

Scanning	IDR	5.000	/ page	Scan to email
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Laminating	IDR	6.000	/ page / A4
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Binding	IDR	25.000	/ book
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Courier Service	Preferred Courier Service	Cost + 30% - National & International
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Message handling by text	IDR	150.000	/ month	IDR 5.000 per text message or voice to email
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Call forwarding	Billing + 30%
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On-site IT Supporting Service	IDR	200.000	1 (one) hour minimum
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Flipchart paper	IDR	15.000	FREE 3 pages / meeting
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Concierge service	FREE	Taxi / restaurant arrangement
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Voicemail recording	Upon Request
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Secretarial service	Upon Request
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Translation service	Upon Request
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Business catering service	Upon Request
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Beverages	IDR	12.000	Soft Drink
	IDR	11.000	Evian
	IDR	8.000	Pocari Sweat
	IDR	9.000	UC Vitamin C

Overtime	IDR	80.000	Electricity / hour	Start from 18.00
	IDR	300.000	Air-conditioner / hour	
	IDR	20.000	Office Boy / hour	

Tritama Tata Group also provides other business solutions for :

COMPANY INCORPORATION, TAX & BUSINESS ADVISORY, IT CONSULTING & SUPPORTING, WEB HOSTING & EMAIL, LOGO AND BUSINESS CARD DESIGN, SECRETARIAL SERVICE.

Please visit:

www.tritamataataconsulting.com

"For more information please contact 021 - 296 414 88 or cs@locus8.co.id"

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